

Terms of Reference and Work Plan for a Project Research/ Evaluation	
Project Title	Nine Dragons – Phase II: Improving shelter security, health and disaster resilience in: Chau Thanh District, Long An Province & Go Cong Dong District, Tien Giang Province
Type of Evaluation	Mid-term <input type="checkbox"/> Final <input checked="" type="checkbox"/> Impact <input type="checkbox"/> Other
HFH Country and Location	Chau Thanh District, Long An Province & Go Cong Dong District, Tien Giang Province
Name and/or organization of the evaluator/s	HFHV
Evaluation duration	October 2015

I. Project Description/ Rationale

Briefly describe the rationale why this project was relevant to the needs of the beneficiaries, the goal and objectives of the project; and enumerate the result chain (output, outcome, impact) and the performance indicators of the project

Since 2010, with financial support from HFHA and AUSAID, HFHV has been implementing the Nine Dragon project in Chau Thanh district – Long An province providing more than 200 poor households with constructions, repairs and water and sanitation interventions

With the phase II of the Nine Dragon project, HFHV aims to continue construction interventions in estuarine areas of Chau Thanh district – Long An province while also assisting vulnerable households in need of water and sanitation or construction interventions in coastal areas of Go Cong Dong district- Tien Giang province. The phase II aims to reach a combined 205 economically vulnerable households or 40 in Chau Thanh district – Long An province and 165 in Go Cong Dong district- Tien Giang province

The overall goal of the project is to increase the Target Beneficiaries’ (includes homeowners and Village leaders) household and community resilience to natural disasters, and enable families’ to obtain affordable and safe housing, clean water and adequate sanitation.

The project focuses on community development of Target Beneficiaries (includes homeowners and Hamlet leaders) and aims to achieve the following 4 key objectives:

1. Objective 1: To improve access to safe shelter, water and sanitation facilities for low-income households through housing finance loans, families' savings and subsidies.
2. Objective 2: Increase capacity of loan recipients and additional community members (including members of the Committee for Storm and Flood Control – CSFC) in selected disaster prone areas to build and maintain disaster resilient housing while raising the communitywide awareness to prepare for, and mitigate natural disasters.
3. Objective 3: Raise community awareness about safe water, sanitation and hygiene practices.
4. Objective 4: Pilot a livelihood acquisition program with selected local partner to assess development of livelihood creation as new long-term component to our programs

II. Research/ Evaluation Design

Research/ Evaluation Objectives: *Enumerate the key evaluation objectives of the research/ evaluation, the scope and limitations, if any*

The Project-end evaluation will:

- Assess relevance of the project.
- Assess achievement of the goal, objectives & indicators (particularly that of the Nine Dragon II project proposal).
- Assess if interventions are sufficient to reach desired goal & objectives
- Identify barriers and contributing factors to achievement of the goal & objectives
- Measure significant changes and improvements on the lives of home-partners as a result of the project.
- Capture lessons learnt and Provide recommended actions to guide HFHV through the next possible phase of the project

Research/ Evaluation Questions: *Enumerate the questions you would like to investigate.*

The evaluation consultant should be able to describe and develop the draft evaluation tool (questionnaires, FGD tools, etc.) in the proposal

Research/ Evaluation Methodology: *Describe :i- data collection method, analysis and data sources, rationale of selecting them, and their limitations; ii- sampling frame (including triangulation) and ii- evaluation participants/ respondents*

The evaluation consultant should describe this part clearly in the proposal, with notice:

- The consultant will discuss his/her evaluation methodology with the project manager and program director.
- Interviews and focus groups with beneficiaries, partners and stakeholders are required.
- Sources of secondary data will include project documents (proposal, logframe and budget) reports, articles and books, as necessary

Consultant Qualifications & Requirements: The consultant is expected to possess:

- Bachelor in Social Sciences or relevant fields. Master Degree is desirable.
- Strong research methodology background and extensive experience in designing and carrying out evaluations
- Five or more years of work experience in monitoring and evaluation of development projects.
- Strong reporting skills

Management Arrangement and Protocols: *Briefly describe the reporting line for this evaluation: who will oversee the evaluation and to whom will the evaluation team report to? Are there any protocols that the evaluation team must comply in this evaluation, such as communication protocol in sharing information and publication, administrative and logistical requirements, among others?*

- This evaluation mission will be under supervision of HFHV program director with technical inputs from HFHV PSI (Program Support & Innovation)
- The evaluation team will report directly to the HFHV Program Director
- The Nine Dragon project team, comprises of program manager, program officer and assistant will play the supporting role (mainly for the paper work with local Gov for the evaluation team and logistics preparation for field trips)
- The evaluation team will have to follow the protocols specified by HFHI AP M&E

III. Research/ Evaluation Work Plan

Briefly enumerate in the table below: what are the steps, activities that you need to do in effectively evaluating the project? who should you involve? when will the activities be done? and what resources do you need in every activity?

The evaluation consultant should describe this part clearly in the proposal,

IV. Annexes

Details of data and analyses; data collection instruments (copies of questionnaires, Survey, etc.); and evaluation plan (attach separately if needs be)



Adobe Acrobat
Document

Interested candidates, please submit the following for your proposal:

1. Technical proposal on how you will undertake the above-mentioned activities including proposed cost.
2. Curriculum Vitae, 2 pages maximum
3. Two samples of past evaluation reports

4. At least 2 letters of reference from former employers and/or the contact names and details of your references

Proposals should be submitted electronically no later than 10th, October 2015 to:
HR department - application@habitatvietnam.org

V. About this Document

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